

State of Wisconsin

DEPARTMENT OF EMPLOYMENT RELATIONS

- MERIT RECRUITMENT & SELECTION BULLETIN -

Date: May 19, 2003

Locator No: MRS-SC-155

Subject: Classification Plan Changes for Administrative Purposes and Resulting from WSEU **Professional Social Services Unit** Negotiated Pay Range Assignments and Reassignments.

Pursuant to s. 230.09, Wis. Stats., the Secretary of the Department of Employment Relations (DER) has approved the classification plan changes identified on this bulletin. Regardless of the actual notification date, the effective date is May 18, 2003, unless otherwise stated.

1. As part of class plan administration, the classifications of **Job Service Analyst 1, 2, 3, and 4** are re-titled to **Employment and Training Analyst 1, 2, 3, and 4**. As part of contract negotiations, the pay ranges are reassigned for the classifications of **Employment and Training Analyst 1, 2, 3, and 4**.
2. As part of contract negotiations, the pay ranges are reassigned for the classifications of: **Client Services Specialist-Senior; Community Integration Specialist; Crisis Intervention Worker; Disability Claims Reviewer; Disability Claims Specialist; Disability Determination Specialist-Entry, and -Objective; Experiential Recreation Specialist Entry, and -Objective; Licensing/Certification Specialist, Psychological Services Associate-Entry and -Objective; Recreation Leader-Entry and -Objective; Rehabilitation Case Manager-Objective and -Senior; Veterans Employment and Training Specialist; Victim Services Specialist 1; and Volunteer Coordinator**.
3. As part of class plan administration, the classifications of **Offender Class Specialist-Entry and -Objective** to and **Vocational Rehab Counselor-Entry and -Objective** are re-titled to **Offender Class Specialist (A) and (B) and Vocational Rehab Counselor (A) and (B)**. As part of contract negotiations, the following classifications are modified and assigned to an automatic progression series: **Offender Class Specialist (A) and (B)**; and in addition, the **Vocational Rehab Counselor-In Training; and Vocational Rehab Counselor (A) and (B)** classifications are reassigned to a new pay range.
4. As part of classification plan administration, DER is abolishing **Industry and Labor Training Coordinator 1 and 2, Job Service Counselor 1, 2, 3, 4, and 5; Job Service Specialist 1, 2, 3, and 4; and Labor Market Analyst 1, 2, 3, and 4** and creating the classifications of **Apprenticeship Training Representative (A), (B), and (C); Employment and Training Counselor (A), (B), and (C), Employment and Training Specialist (A), (B), and Lead; and Labor Market Analyst (A), (B), and (C)**. As part of contract negotiations these classifications are reassigned to an automatic pay progression series, with the exception of the **Employment and Training Specialist Lead**.

A comprehensive list of number 1, 2, 3, and 4 changes can be found below including administrative changes such as class codes and CIC codes. The Department of Administrative Central Payroll will automate reallocation notices for these changes. Any questions should be directed to Kris Chilsen at (608) 266-7569.

Internet Availability:

The target date for the availability of classification specifications from this bulletin on the DER Web Page is June 9, 2003. This is the only notification DCLR will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Jan Monica Mason at (608) 267-2156.

Alphabetical Listing of Classifications:

The Alphabetical Listing of Classifications (Alpha List) is also available on the DER Web Page at <http://der.state.wi.us/home/dclr/dclr.htm>. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Judy Burke at (608) 267-5166 if you have any questions about information contained in the Alpha List.

Contact Points:

Questions may also be directed to the appropriate analyst at the DER Fax number (608) 267-1020 or by e-mail at (using the analyst's name) firstname.lastname@der.state.wi.us.

Leean White, Bureau of Agency Services
Division of Merit Recruitment and Selection

Classification					FLSA			
	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	LTE Code	Job Group	CIC Code
<u>ABOLISH</u>								
4)	Industry & Labor Training Coordinator 1							
	48011	12-04	12	2	E	N	020	163
	Industry & Labor Training Coordinator 2							
	48012	12-05	12	2	E	N	020	163
	Job Service Counselor 1							
	48601	12-02	12	2	M	N	020	163
	Job Service Counselor 2							
	48602	12-03	12	2	E	N	020	163
	Job Service Counselor 3							
	48603	12-04	12	2	E	N	020	163
	Job Service Counselor 4							
	48604	12-05	12	2	E	N	020	163
	Job Service Counselor 5							
	48605	12-07	12	2	E	N	020	163
	Job Service Specialist 1							
	48201	12-02	12	2	N	N	020	027
	Job Service Specialist 2							
	48202	12-03	12	2	N	N	020	027
	Job Service Specialist 3							
	48203	12-04	12	2	N	N	020	027
	Job Service Specialist 4							
	48204	12-05	12	2	N	N	020	027

Labor Market Analyst 1	48801	12-02	12	2	M	N	044	026
Labor Market Analyst 2	48802	12-03	12	2	E	N	044	026
Labor Market Analyst 3	48803	12-04	12	2	E	N	044	026
Labor Market Analyst 4	48804	12-05	12	2	E	N	044	026

Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
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CLASS TITLE CHANGE AND MODIFY TO AUTOMATIC PROGRESSION SERIES CLASSIFICATIONS

3)								
OLD	Offender Class Specialist-Entry							
	51601	12-06	12	2	E	N	112	174
NEW	Offender Class Specialist (A)							
	51601	12-06	12	2	E	N	112	174
OLD	Offender Class Specialist-Objective							
	51602	12-07	12	2	E	N	112	174
NEW	Offender Class Specialist (B)							
	51602	12-07	12	2	E	N	112	174

Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
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CLASS TITLE CHANGE, MODIFY TO AUTOMATIC PROGRESSION CLASSIFICATIONS AND PAY RANGE REASSIGNMENT

3)								
OLD	Vocational Rehab Counselor-Entry							
	49162	12-05	12	2	E	N	112	163
NEW	Vocational Rehab Counselor (A)							
	49162	12-07	12	2	E	N	112	163
OLD	Vocational Rehab Counselor-Objective							
	49163	12-07	12	2	E	N	112	163
NEW	Vocational Rehab Counselor (B)							
	49163	12-08	12	2	E	N	112	163

Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
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CLASS TITLE CHANGE AND PAY RANGE REASSIGNMENT

1)								
OLD	Job Service Analyst 1							
	48301	12-04	12	2	E	N	020	027
NEW	Employment and Training Analyst 1							
	48301	12-07	12	2	E	N	020	027
OLD	Job Service Analyst 2							
	48302	12-05	12	2	E	N	020	027

NEW	Employment and Training Analyst 2	48302	12-07	12	2	E	N	020	027
OLD	Job Service Analyst 3	48303	12-06	12	2	E	N	020	027
NEW	Employment and Training Analyst 3	48303	12-07	12	2	E	N	020	027
OLD	Job Service Analyst 4	48304	12-07	12	2	E	N	020	027
NEW	Employment and Training Analyst 4	48304	12-08	12	2	E	N	020	027

Classification					FLSA			
Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	LTE Code	Job Group	CIC Code	

CREATE

4)	Apprenticeship Training Representative (A)	48001	12-05	12	2	E	N	020	163
	Apprenticeship Training Representative (B)	48002	12-06	12	2	E	N	020	163
	Apprenticeship Training Representative (C)	48003	12-07	12	2	E	N	020	163
	Employment & Training Counselor (A)	48661	12-04	12	2	E	N	020	163
	Employment & Training Counselor (B)	48662	12-05	12	2	E	N	020	163
	Employment & Training Counselor (C)	48663	12-06	12	2	E	N	020	163
	Employment & Training Specialist (A)	48261	12-04	12	2	N	N	020	27
	Employment & Training Specialist (B)	48262	12-05	12	2	N	N	020	27
	Employment & Training Specialist Lead	48263	12-06	12	2	N	N	020	027
	Labor Market Analyst (A)	48861	12-04	12	2	E	N	044	026
	Labor Market Analyst (B)	48862	12-05	12	2	E	N	044	026
	Labor Market Analyst (C)	48863	12-06	12	2	E	N	044	026

Classification					FLSA			
Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	LTE Code	Job Group	CIC Code	

MODIFY TO AUTOMATIC PROGRESSION CLASSIFICATION AND PAY RANGE**REASSIGNMENT**

3)	Vocational Rehab Counselor-In Training								
OLD		49161	12-04	12	2	N	N	112	163
NEW		49161	12-06	12	2	N	N	112	163

Classification		Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
REASSIGN PAY RANGE									
2)	Client Services Specialist-Senior								
OLD		50673	12-06	12	2	N	N	112	174
NEW		50673	12-07	12	2	N	N	112	174
	Disability Claims Reviewer								
OLD		49260	12-07	12	2	N	N	226	375
NEW		49260	12-08	12	2	N	N	226	375
	Disability Claims Specialist								
OLD		49270	12-08	12	2	N	N	226	375
NEW		49270	12-09	12	2	N	N	226	375
	Disability Determination Specialist-Entry								
OLD		49201	12-05	12	2	N	N	226	375
NEW		49201	12-06	12	2	N	N	226	375
	Disability Determination Specialist-Objective								
OLD		49202	12-06	12	2	N	N	226	375
NEW		49202	12-07	12	2	N	N	226	375
	Experiential Recreation Specialist-Entry								
OLD		53401	12-02	12	2	N	N	112	175
NEW		53401	12-03	12	2	N	N	112	175
	Experiential Recreation Specialist-Objective								
OLD		53402	12-03	12	2	N	N	112	175
NEW		53402	12-04	12	2	N	N	112	175
	Licensing/Certification Specialist								
OLD		53360	12-06	12	2	E	N	112	174
NEW		53360	12-07	12	2	E	N	112	174
	Psychological Services Associate-Entry								
OLD		52501	12-03	12	2	N	N	112	167
NEW		52501	12-04	12	2	N	N	112	167
	Psychological Services Associate-Objective								
OLD		52502	12-05	12	2	E	N	112	167
NEW		52502	12-06	12	2	E	N	112	167
	Recreation Leader-Entry								
OLD		39501	12-02	12	5	N	N	112	175
NEW		39501	12-03	12	5	N	N	112	175
	Recreation Leader-Objective								
OLD		39502	12-03	12	5	N	N	112	175
NEW		39502	12-04	12	5	N	N	112	175
	Rehabilitation Case Manager-Objective								
OLD		52701	12-04	12	2	E	N	112	163
NEW		52701	12-05	12	2	E	N	112	163
	Rehabilitation Case Manager-Senior								
OLD		52702	12-05	12	2	E	N	112	163
NEW		52702	12-06	12	2	E	N	112	163
	Victim Services Specialist 1								
OLD		53901	12-04	12	2	E	N	112	174
NEW		53901	12-05	12	2	E	N	112	174

Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
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REASSIGN PAY RANGE AND CLASS CODE

2) Community Integration Specialist

OLD 53320 12-06 12 2 E N 112 174**NEW** 53300 12-07 12 2 E N 112 174

Crisis Intervention Worker

OLD 53330 12-06 12 2 E N 112 174**NEW** 53400 12-07 12 2 E N 112 174

Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA	FLSA LTE Code	Job Group	CIC Code
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REASSIGN PAY RANGE AND CIC CODE

2) Veterans Employment and Training Specialist

OLD 07270 12-03 12 2 E N 019 026**NEW** 07270 12-04 12 2 E N 019 163

Volunteer Coordinator

OLD 23700 12-03 12 2 E N 112 174**NEW** 23700 12-04 12 2 E N 112 175

Note: Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

Effective Date: No. 1, 2, 3, and 4: May 18, 2003